

**Business Employment Skills Team, Inc.  
Human Resource Committee Meeting  
August 28, 2023**

The HR Committee meeting was called to order at 5:30 p.m. by Acting Chair Jim Duffy. Roll call was taken.

Name	Present	Absent	Name	Present	Absent
James Duffy	X		Wayne Reising		
Kathy Enbom		X	Jamey Sulser	X	
Chris Flikkema	X				

**Proxy:** Wayne Reising to Jim Duffy

**Others Present:** Carrie Folken, Jo Ann Johnson, Jessica Green

Approval of Meeting Minutes

Jamey Sulser motioned to approve the June 26, 2023 Human Resource Committee Meeting Minutes. Motion was seconded by Wayne Reising (proxy). Roll Call vote was taken.

Name	Yes	No	Name	Yes	No
James Duffy	X		Wayne Reising	X	
Chris Flikkema	X		Jamey Sulser	X	

Motion carried.

**Business Meeting**

Review and Approval of Dental and Vision Benefits

Jo Ann informed members that the employee Dental and Vision Benefits are up for renewal September 1, 2023. She said that the current carrier, Delta Dental provided a slight increase but overall the rates were comparable to other plans. Jo Ann told members that she did have the agent, Tom Payton, solicit bids for other carriers and referred to the summary of the quotes that were included with the meeting materials. Jo Ann also pointed out that Delta Dental submitted their rate for a 2-year period without any additional rate increases. After discussion, Jamey Sulser motioned to recommend to the full Board that they accept the renewal quote from Delta Dental for employee dental and vision coverage for the two year period. Motion was seconded by Wayne Reising (proxy) and carried.

Other Business

Carrie informed members that the Career Advisor that was recently hired in the Ottawa office submitted her resignation. Carrie said that she is planning to move back to where she came from. Carrie told members that she will ask her to complete an Exit Interview and will have it at the next meeting.

Carrie told members that since the youth program with the Regional Office of Education is just starting up, Bonnie, who is in the Ottawa Office, will help out during the transition.

Public Comments

None

Adjournment

With there being no further comments, Chris Flikkema motioned to adjourn. Motion was seconded by Jim Duffy and carried. Meeting adjourned at 5:44 p.m.

Jo Ann Johnson